

MONTANA PUBLIC DEFENDER COMMISSION

Jorgenson's Inn
1714 11th Ave., Helena, Montana

December 17-18, 2009

Draft Meeting Agenda
(All Times Approximate)

THURSDAY, DECEMBER 17

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| 10:30 a.m. | Call to Order |
| 10:30 – 11:00 a.m. | Training: Individual Liability
<i>Statutory protections regarding liability of public officers and employees.</i> |
| 11:00 – 11:30 a.m. | Training: Labor Relations and Board Involvement
<i>An overview of the respective roles of the Commission, management, and the collective bargaining agent (union).</i> |
| 11:30 – 12:00 p.m. | Training: Chain of Command and Board Involvement
<i>Respective roles of the Board and management. Ways of ensuring reliable, responsible oversight and evaluation while maintaining roles.</i> |
| 12:00 – 1:00 p.m. | Training: Robert's Rules of Order
<i>Procedural requirements, with an eye toward the Commission's bylaws.</i> |
| 1:00 – 2:30 p.m. | Training: Public Right to Know and Open Meetings
<i>Public Participation Act and open meetings: what is a meeting? when can a meeting be closed? what process is necessary to close a meeting?</i> |
| 2:30 – 3:30 p.m. | Training: Public Right to Know and Communications
<i>Public Records Act and communications: what level of communication is open? what are records and documents? how does e-mail fit in the picture?</i> |
| 3:30 – 4:00 p.m. | Public Comment |
| 4:00 – 4:30 p.m. | Recess until 8:30 a.m. on Friday, December 18 (reconvene at Jorgenson's)
Relocate to Capitol for joint meeting with Law and Justice Interim Committee (Room 137) |
| 4:30 – 6:00 p.m. | Roundtable with Law and Justice Interim Committee |

FRIDAY, DECEMBER 18

8:30 – 9:00 a.m.	Call to Order Approval of Minutes of October 14, 2009 meeting (*Action Item)
9:00 – 10:00 a.m.	Public Defender Program Report Chief Public Defender Report Budget and Legislative Report Mentoring
10:00 – 10:45 a.m.	Appellate Defender Program Report Conflict Discussion
10:45 – 11:00 a.m.	Public Comment
11:00 – 11:30 a.m.	Senator McGee
11:30– 12:00 p.m.	Executive Session (closed to the public for personnel discussion)
12:00 – 12:30 p.m.	Lunch
12:30 – 2:00 p.m.	American University Recommendations—Gantt Chart (Time Line and Costs)
2:00 – 2:30 p.m.	Committee Assignments regarding AU Recommendations
2:30 – 3:30 p.m.	Commission General Discussion FY 09 Report to Governor, Legislature and Supreme Court Legislative Policy PDC Information Requests to OPD Ex Officio Members Native Court Worker Standards Certification
3:30 – 3:45 p.m.	Public Comment
3:45 – 4:00 p.m.	Old Business/New Business (*Action Items) NLADA Management Training FY 09 Report to Governor, Legislature and Supreme Court (*Action Item) Chief Performance Review Process Set future Commission meeting dates
4:00 p.m.	Adjourn